

Answers to questions about “Invitation for Professional Consulting Service Proposals” to provide training for the Five-Year Comprehensive Education Plan:

Q1) How is the compensation for services handled if I am a district principal who would like to apply to provide this training through my district?

A1) In a contract with districts that are selected to provide services, there will be a list of names of the subcontractors and the amount of money the district requires in compensation for their employees’ time.

OPI will pay the district the agreed amount. The district and subcontractor(s) will determine compensation for both in-school and out-of school time depending on union contracts and district policies.

Q2) I am a district teacher, and I have been very involved in all aspects of school improvement planning. I am applying to provide these services to 12 districts in my immediate area. I do not have an independent contractors license. What do I need to do?

A2) If you would like to apply for independent contractor status, all of the necessary information is available on the Department of Labor website at <http://www.state.mt.us/css/business/permits.asp> , then click on “Construction Contractor Registration”. (This seems odd...but is correct!) Then click on “Independent Contractor’s Application.”

Another option would be to have your district apply to provide these services and you could subcontract with your district. See Q1 and A1 for compensation arrangements.

Q3) I am an independent contractor and have been for several years. In the model contract, it appears that independent contractors will need to have considerable insurance to provide these services. I have liability insurance on my car; do I really need all of that other insurance?

Q3) As an independent contractor you need to have liability insurance that would cover any injuries that you would be directly or indirectly responsible for during the training you are providing. This may seem like a burden, however, if someone tripped on your extension chord while you were presenting and that person broke their arm, you may be responsible for their hospital and related bills. Insurance that would cover such costs can be purchased through your local insurance agent and is usually quite reasonable for this type of work.

Q4) I am applying to provide these services as a subcontractor for my school district, do I need to purchase the insurance listed in the model contract?

Q4) No. You would also not need to purchase the insurance if you are subcontracting through a consortium.

Q5) I do not have a degree in education, but have a degree in community planning. I have also worked with many school districts in their planning process. It appears that I would not be eligible to provide these services. Is that true?

A5) You will not be awarded points for a degree in education, however, the application will still be acceptable if you have at least three years of experience related to school and/or district planning.

Q6) I am applying to provide services for Region 4. I do have the flexibility in my schedule to provide services for other regions. May I state this in my application?

A6) The application does require a preferred regional area to be identified. However, the application states that discussions about serving a different service area may be conducted with the applicants. It probably would not hurt to mention your availability in your application.

Q7) I have been studying many different theories on school improvement, and would like to include as much of my knowledge in this training as possible. I believe the philosophy around school improvement should be the main focus of this training. Is that what the OPI is looking for?

A7) The Invitation for Professional Services clearly states that the regional workshops are to be held in order to help districts **complete** an acceptable Five-Year Comprehensive Education Plan and submit that plan on or before May 1, 2002. Another component of the workshop should be to provide a foundational understanding of collaborative data-driven planning. An in-depth study of school improvement philosophy is probably beyond the scope of this particular training.

Q8) I think that in order to help districts finish an acceptable Five-Year Plan, much of the training should be hands-on, and probably take place in a computer lab. I would also like to pair districts up in order to provide feedback to one-another about their plan. Am I on the right track?

A8) According to the National Staff Development Council (ASCD), quality models of staff development include programs which use demonstration, supervised practice, and feedback as part of training. (ASCD Standards for Staff Development, High School Edition, 1995).